

VEH106 - Telematics

UPDATED: 03/15/2018

Contract #:	VEH106 - Telematics
MMARS MA #:	VEH106*
Initial Contract Term:	11/2/2017 – 10/31/2020
Maximum End Date:	Zero (0) year extensions
Current Contract Term:	11/2/2017 – 10/31/2020
Contract Manager:	Lisa Westgate, (617) 720 – 3112, Lisa.Westgate@state.ma.us
This Contract Contains:	
UNSPSC Codes:	43-20-00, 43-23-15
Notes:	

*The asterisk is required when referencing the contract in the Massachusetts Management Accounting Reporting System (MMARS).

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Contract Summary

This is a contract for Telematics, also known as GPS tracking, vehicle monitoring, and/or Auto Vehicle Locator (AVL). This contract offers the sale and delivery of the requisite vehicle/truck, heavy equipment and trailer tracking hardware, along with online access to the Vendor's user interface, online systems, and support resources. This contract provides the tools to enable data-driven decision making to maximize the utilization & efficiency of fleet vehicles & assets. Telematics will help increase efficiency, mitigate risk, and reduce fleet costs by promoting safer driving, proactive maintenance scheduling, decreased idling & fuel usage/expenditures, and increased productivity.

Benefits and Cost Savings

Statewide contracts are an easy way to obtain benefits for your organization by leveraging the Commonwealth's buying power, solicitation process, contracting expertise, vendor management and oversight, and the availability of environmentally preferable products.

- GPS Insight offers a prompt payment discount (PPD) of 2% within 30 days.
- To negotiate volume discounts include the contract manager for assistance.

Find Bid/Contract Documents

- To find all contract-specific documents, including the Contract User Guide, RFR, specifications, price sheets and other attachments, visit COMMBUYS.com and search for VEH106 to find related Master Blanket Purchase Order (MBPO) information.
- To link directly to the MBPO for VEH106 visit Master Blanket Purchase Order [PO-18-1080-OSD01-OSD13-12025](#).
- To find vendor-specific documents, including price sheets, see links to individual vendor MBPOs on the [Vendor Information](#) page.
- OSD is participating in the National Joint Powers Alliance (NJPA) and information on this contract may be found within the MBPO [PO-18-1080-OSD01-OSD13-12025](#).

Who Can Use This Contract

Applicable Procurement Law

Executive Branch Goods and Services: MGL c. 7, § 22; c. 30, § 51, § 52; 801 CMR 21.00;

Eligible Entities

Please see the standard list of Eligible Entities on our [Who Can Use Statewide Contracts](#) webpage.

Pricing, Quote and Purchase Options

Purchase Options

The purchase options identified below are the only acceptable options that may be used on this contract:

- Hardware purchases made through this contract will be direct, outright purchases

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- Monthly services are fee for service

Executive Departments: All Executive Departments are required to use statewide contracts for their purchases if the goods/services they seek are available on a statewide contract. OVM should be notified by Executive agencies to ensure awareness and that any applicable OVM discounts are applied. Executive agencies are required to utilize COMMBUYS for all related statewide contract purchasing activity. For further details please see the [Best Value Procurement Handbook](#).

Eligible Entities: All other Non-Executive Eligible Entities are encouraged to utilize COMMBUYS for all statewide contracts purchasing activity, however the use of COMMBUYS is not required. Non-Executive Eligible Entities may order via email, phone or fax as allowed by the vendor. To ensure that you are being offered statewide contract pricing, contract users should identify and reference the contract number VEH106 when contacting the vendor for quote activity or placing an order.

Pricing Options

- **Ceiling/Not-to-Exceed:** Contract discounts and other pricing published under the contract represents “ceiling” or “not-to-exceed” pricing, and may be further negotiated with assistance by OSD Contract Manager based on aggregate contract usage.
- **Discount off of Manufacturers Suggested Retail Price (MSRP):** Contract pricing is a specified discount off of the MSRP catalog price.

Product/Service Pricing and Finding Vendor Price Files

Product pricing may be found by searching the catalog of the MBPO [PO-18-1080-OSD01-OSD13-12025](#).

Eligible Entities: To receive contract item information and/or quotes, Non-Executive Department buyers may contact vendors directly.

Setting Up a COMMBUYS Account

COMMBUYS is the Commonwealth’s electronic Market Center supporting online commerce between government purchasers and businesses. If you do not have one already, contact the COMMBUYS Help Desk to set up a COMMBUYS buyer account for your organization: (888)-627-8283 or COMMBUYS@state.ma.us.

When contacting a vendor on statewide contract, always reference VEH106 to receive contract pricing.

Quick Search in COMMBUYS

Log into COMMBUYS, and use the Search box on the COMMBUYS header bar to locate items described on the MBPO or within the vendor catalog line items. Select Contract/Blanket or Catalog from the drop-down menu.

How To Purchase From The Contract

An initial purchase must include a review of the vehicles and/or equipment to assess which hardware and monitoring are recommended; once finalized the purchase can proceed.

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- **Directly purchase fixed price items through COMMBUYS**

Replacement or additional duplicate vehicle's equipment/monitoring may be purchased directly without a review with the vendor.

This contract allows buyers to find and quickly purchase specific products/services with pricing within COMMBUYS. In other words, it allows you to create a Release Requisition in COMMBUYS, submit the requisition for approval, and send the vendor a Release Purchase Order.

For a description of how to complete this purchase in COMMBUYS, visit the [Job Aids for Buyers](#) webpage and select:

- The *COMMBUYS Requisitions* section, and choose the *How to Create a Release Requisition and Purchase Order (Contract Purchase)* job aid.

- **Document items in COMMBUYS that have already been purchased**

This type of contract allows buyers to document a contract purchase in COMMBUYS that already has taken place through a Request for Payment Authorization (RPA) Release Requisition. It also allows MMARS users to easily keep track of spend. NOTE: MMARS and COMMBUYS do not interface –payment request and invoice should be reported in both MMARS and COMMBUYS separately.

For a description of how to complete this purchase in COMMBUYS, visit the [Job Aids for Buyers](#) webpage, and select:

- The COMMBUYS Requisitions section, and choose the *How to Create an RPA Release Requisition* job aid.

Instructions for MMARS Users

MMARS users must reference the MA number in the proper field in MMARS when placing orders with any contractor. Contact the Comptroller Help and Support Desk at 617-973-2468 or via email at Comptroller.Info@state.ma.us for additional support.

Shipping/Delivery/Returns

Shipping is NOT included in the hardware price, and should be captured in COMMBUYS through an RPA release entry.

Additional Information/FAQs

Telematics can (for a fee) be integrated with the Fleet Information Management System via VEH99's vendor Chevin.

Other Discounts

- **Prompt Pay Discounts:** A discount given to the buyer if paid within a certain time period. These discounts may be found in the [Vendor List and Information](#) section below. All discounts offered will be taken in cases where the payment issue date is within the specified number of days listed by vendor and in accordance with the Commonwealth's Bill Paying Policy. Payment days will be measured from the date goods are received and accepted / performance was completed OR the date an invoice is received by the Commonwealth, whichever is later to the date the payment is issued as an EFT (preferred method) or mailed by the State Treasurer. The date

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of payment “issue” is the date a payment is considered “paid” not the date a payment is “received” by a Contractor.

If the Needed Product Can Not be Found

If a product or monitoring cannot be found, it is recommended to contact the vendor directly to inquire if it is available for purchase on this contract. If the product or service meets the scope of the product category, the vendor may be able to add it to their product offerings, but must coordinate with the contract manager. If the product is not listed in the scope of the product category, a buyer may contact the Strategic Sourcing Lead to inquire whether the product may be purchased.

Strategic Sourcing Team Members

- Lisa Westgate, OSD
- Alex Giannantonio, OVM
- Bill Griffiths, MBTA

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